

January 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 State Holiday	2 DAY 2 GAP 1 Cutoff	3 DAY 3 Payroll Cutoff	4 DAY 4 System Locked for Payroll Processing	5 Warrants to Agency ACH File to Bank	6 Warrants Mailed
8		9 Payday	10	11	12	13
14						
15	16 State Holiday	17 DAY 1 Off-Cycle Workbench Cutoff ACH Reversal Cutoff	18 DAY 2 GAP 1 Cutoff	19 DAY 3 Payroll Cutoff	20 DAY 4 System Locked for Payroll Processing	21
22	23 Warrants to Agency Warrants Mailed ACH File to Bank	24	25 Payday	26	27	28
29	30	31 ACH Reversal Cutoff				
February 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 DAY 1 Off-Cycle Workbench Cutoff	2 DAY 2 GAP 1 Cutoff	3 DAY 3 Payroll Cutoff	4 System Locked for Payroll Processing
5	6 DAY 4 System Locked for Payroll Processing	7 Warrants to Agency	8 Warrants Mailed ACH File to Bank	9	10 Payday	11
12	13	14	15 DAY 1 Off-Cycle Workbench Cutoff	16 DAY 2 GAP 1 Cutoff ACH Reversal Cutoff	17 DAY 3 Payroll Cutoff	18 System Locked for Payroll Processing
19	20 State Holiday	21 DAY 4 System Locked for Payroll Processing	22 Warrants to Agency Warrants Mailed ACH File to Bank	23	24 Payday	25
26	27	28	29 DAY 1 Off-Cycle Workbench Cutoff	30	31	
March 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 DAY 2 GAP 1 Cutoff ACH Reversal Cutoff	2 DAY 3 Payroll Cutoff	3 System Locked for Payroll Processing
4	5 DAY 4 System Locked for Payroll Processing	6 Warrants to Agency	7 Warrants Mailed ACH File to Bank	8	9 Payday	10
11	12	13	14	15 ACH Reversal Cutoff	16 DAY 1 Off-Cycle Workbench Cutoff	17
18	19 DAY 2 GAP 1 Cutoff	20 DAY 3 Payroll Cutoff	21 DAY 4 System Locked for Payroll Processing	22 Warrants to Agency ACH File to Bank	23 Warrants Mailed	24
25	26 Payday	27	28	29	30 ACH Reversal Cutoff	31
April 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 DAY 1 Off-Cycle Workbench Cutoff	3 DAY 2 GAP 1 Cutoff	4 DAY 3 Payroll Cutoff	5 DAY 4 System Locked for Payroll Processing	6 Warrants to Agency ACH File to Bank	7 Warrants Mailed
8	9	10 Payday	11	12	13	14
15	16 DAY 1 Off-Cycle Workbench Cutoff ACH Reversal Cutoff	17 DAY 2 GAP 1 Cutoff	18 DAY 3 Payroll Cutoff	19 DAY 4 System Locked for Payroll Processing	20 Warrants to Agency	21
22	23 Warrants Mailed ACH File to Bank	24	25 Payday	26	27	28
29	30					
May 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 DAY 1 Off-Cycle Workbench Cutoff ACH Reversal Cutoff	2 DAY 2 GAP 1 Cutoff	3 DAY 3 Payroll Cutoff	4 DAY 4 System Locked for Payroll Processing	5
6	7 Warrants to Agency	8 Warrants Mailed ACH File to Bank	9	10 Payday	11	12
13	14	15	16 DAY 1 Off-Cycle Workbench Cutoff ACH Reversal Cutoff	17 DAY 2 GAP 1 Cutoff	18 DAY 3 Payroll Cutoff	19 System Locked for Payroll Processing
20	21 DAY 4 System Locked for Payroll Processing	22 Warrants to Agency	23 Warrants Mailed ACH File to Bank	24	25 Payday	26
27	28 State Holiday	29	30	31		
June 2012						
Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 DAY 1 Off-Cycle Workbench Cutoff ACH Reversal Cutoff	2
3	4 DAY 2 GAP 1 Cutoff	5 DAY 3 Payroll Cutoff	6 DAY 4 System Locked for Payroll Processing	7 Warrants to Agency ACH File to Bank	8 Warrants Mailed	9
10	11 Payday	12	13	14	15 DAY 1 Off-Cycle Workbench Cutoff ACH Reversal Cutoff	16
17	18 DAY 2 GAP 1 Cutoff	19 DAY 3 Payroll Cutoff	20 DAY 4 System Locked for Payroll Processing	21 Warrants to Agency ACH File to Bank	22 Warrants Mailed	23
24	25 Payday	26	27	28	29 DAY 1 Off-Cycle Workbench Cutoff ACH Reversal Cutoff	30